

Announcement Number 13/15

OPEN TO: All Interested Candidates
POSITION: Assistant Veterinary Epidemiologist; FSN-10; FP-5 (step 5 through 14). (Position Grade for Not Ordinarily Resident FP-5 (step 5 through 14) to be determined by Washington, Position Grade for Ordinarily Resident is FSN-10)
OPENING DATE: **March 11, 2015**
CLOSING DATE: **March 25, 2015**
WORK HOURS: Full-time (40 hours per week)
LENGTH OF HIRE: 2 years term-limited with possible extension

All documents MUST be submitted in PDF format. All other formats will not be accepted.

NOTE: Please read the announcement carefully. Applicants should indicate the vacancy for which they are applying at the top of CV. Only short listed candidates will be contacted. All applicants must indicate the names of any family members related by blood or marriage who are working for the U.S. Embassy in Tbilisi, or for any other U.S. Government entity. This includes brothers, sisters, parents, children, cousins, aunts, uncles, in-laws by marriage – any family connection at all. If there are no family members or relatives, they must clearly state this in their application.

The U.S. Embassy Tbilisi is seeking one individual for the position of Assistant Veterinary Epidemiologist in the Center for Disease Control (CDC).

BASIC FUNCTION OF POSITION:

Incumbent serves as the locally employed programmatic and technical assistant for South Caucasus GDD's One Health Program Lead. The One Health Program is a key component of the Epidemiology Team of the South Caucasus GDD Office, and the incumbent provides support for the programmatic and implementation activities related to zoonotic diseases at the interface between humans, animals, and the environment. He/She will assist the One Health Program Lead on zoonotic disease surveillance and epidemiology, the prevention and control of zoonotic diseases, and the integration between veterinary and human public health agencies as well as assist with the implementation of epidemiologic and operational research. The job holder will work, along with the One Health Program Lead, with national, regional (Armenia and Azerbaijan), and international human and animal health entities to broaden and strengthen partnerships. Support duties focus in the following broad areas: surveillance, research, outbreak response and preparedness, training and capacity building, and networking. Specifically, the incumbent will be based at CDC South Caucasus Office in Tbilisi Georgia and will support the One Health Program Lead, within the GDD Epidemiology Team, GDD Program, on addressing Georgia and the region's needs with regard to One Health. The incumbent will assist with the planning and implementation of integrated surveillance for diseases in animals and people and assess these surveillance systems; support the implementation of projects that lead to control and prevention of diseases transmitted between animals and humans; support and conduct trainings for animal and human health care professionals; support scientific research activities to answer critical knowledge gaps; and support outbreak investigations of zoonotic origin.

QUALIFICATIONS REQUIRED:

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

- Masters of Veterinary Science or Medicine is required;
- At least three years' experience working with veterinary, epidemiology, public health related issues at the human-animal interface and applying veterinary public health concepts, principles, practices, methods and techniques to disease surveillance and outbreak investigations is required;
- Level IV (Fluent) Speaking/Reading/Writing **English** is required. This will be tested; Level IV (Fluent) Speaking/Reading/Writing **Georgian** is required. This may be tested.
- Thorough knowledge of the mission, goals, objectives and the organization of Disease Control and Prevention/Agency for Toxic Substances and Disease Registry(CDC/ATSDR) and how they relate

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to the policies, practices, procedures and regulations which affect the way the organization operates at the national and international level. Incumbent must have understanding of human, animal and environmental health systems in South Caucasus and be familiar with international organizations (e.g. WHO, FAO, OIE) in this area;

An understanding of infectious diseases, epidemiology, disease surveillance, research and analytical methods, both human and especially animal health is required. Incumbent must be familiar with: scientific protocols and methods, ethical and privacy issues, policies and strategies to achieve program mission and sensitive political and economic issues related to surveillance data, research findings, communication of findings as it pertains to preparedness and response activities; Knowledge of animal health and human health entities and agencies at the local, national, regional, and international level; detailed understanding of relevant aspects of their programs. Knowledge of local and national government operations related to public health and animal health and the infrastructure that supports them;

Knowledge of zoonotic disease surveillance and epidemiology and the prevention and control of zoonotic diseases at the human-animal interface;

Knowledge of public health concepts, principles, practices, qualitative/quantitative methods and techniques and how they are applied nationally and internationally.

SELECTION PROCESS:

When equally qualified, U.S. Citizen Eligible Family Members (USEFMs) and U.S. Veterans are given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application. Applicants who include any inaccurate or falsified information in their application materials may be subject to non-consideration or dismissal if employed.

ADDITIONAL SELECTION CRITERIA:

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Current Ordinarily Resident employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
4. Currently employed U.S. Citizen EFMs who hold an FMA appointment are ineligible to apply for advertised positions within the first 90 calendar days of their employment.
5. Currently employed NORs hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment, unless currently hired into a position with a When Actually Employed (WAE) work schedule.

TO APPLY:

All documentations must be in PDF format. All other formats will not be accepted. Interested applicants for this position must submit the following or the application will not be considered:

1. Application for U.S. Federal Employment DS-174; or
2. A current Resume or Curriculum Vitae that provides the same information as a DS-174; (**please indicate months and years of all employments, form should be in English**);
3. Candidates who claim U.S. Veterans preference must provide a copy of their Form DD-214 with their applications;
4. Any other documentation (e.g. essays, certificates, awards, copies of degree earned) that addresses the qualification requirements of the position as listed above.
5. All applicants must indicate the names of any family members related by blood or marriage who are working for the U.S. Embassy in Tbilisi, or for any other U.S. Government entity. This includes brothers, sisters, parents, children, cousins, aunts, uncles, in-laws by marriage – any family connection at all. If there are no family members or relatives, they must clearly state this in their application.

NOTE:

1. All applications must have the Position Number and Position Title identified.

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2. You may apply on-line using the HROTbilisi@state.gov email address. This is the preferred means of applying for a position with the American Embassy. Please go to our website for additional information, including current openings and tips on applying with the American Embassy in Tbilisi:

<http://georgia.usembassy.gov/about-us/employment-opportunities-tenders2.html>

3. All applications must be for an open/advertised position.

APPLICATIONS PREVIOUSLY CONSIDERED FOR A JOB WILL NOT BE HELD/CONSIDERED FOR FUTURE JOBS. IF YOU ARE INTERESTED, YOU MUST RE-APPLY.

MAIL APPLICATION TO:

Human Resources Office

11 George Balanchine Street

Tbilisi, Georgia

Zip Code: 0131

Fax: (995-32) 227-77-07

DEFINITIONS:

1. U.S. Citizen Eligible Family Member (USEFM) – For purposes of receiving a preference in hiring for a qualified position, an EFM who meets the following criteria:

- U.S. Citizen; and,
- EFM (see below) at least 18 years old; and,
- Listed on the travel orders of a direct-hire Foreign, Civil, or uniformed service member assigned to or stationed abroad with a USG agency that is under COM authority, or at an office of the American Institute in Taiwan; and either:
 1. Resides at the sponsoring employee's or uniformed service member's post of assignment abroad or at an office of the American Institute in Taiwan; or
 2. Resides at an Involuntary Separate Maintenance Allowance (ISMA) location authorized under 3 FAM 3232.2.

2. EFM: An individual related to a U.S. Government employee in one of the following ways:

- Spouse or same-sex domestic partner as defined in 3 FAM 1610.
- Child, who is unmarried and under 21 years of age or, regardless of age, is incapable of self-support. The term shall include, in addition to natural offspring, stepchildren and adopted children and those under legal guardianship of the employee or the spouse when such children are expected to be under such legal guardianship until they reach 21 years of age and when dependent upon and normally residing with the guardian;
- Parent (including stepparents and legally adoptive parents) of the employee or of the spouse, when such parent is at least 51 percent dependent on the employee for support;
- Sister or brother (including stepsisters and stepbrothers, or adoptive sisters or brothers) of the employee, or of the spouse, when such sibling is at least 51 percent dependent on the employee for support, unmarried, and under 21 years of age, or regardless of age, incapable of self-support.

3. Member of Household (MOH) – An individual who accompanies a direct-hire Foreign, Civil, or uniformed service member permanently assigned or stationed at a U.S. Foreign Service post or establishment abroad, or at an office of the American Institute in Taiwan. An MOH is:

- Not an EFM; and,
- Not on the travel orders of the sponsoring employee; and,
- Has been officially declared by the sponsoring USG employee to the COM as part of his/her household.

A MOH is under COM authority and may include a parent, unmarried partner, and other relative or adult child who falls outside the Department's current legal and statutory definition of family member.

A MOH does not have to be a U.S. Citizen.

4. Not Ordinarily Resident (NOR) – An individual who:

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- Is not a citizen of the host country; and,
- Does not ordinarily reside (*OR*, see below) in the host country; and,
- Is not subject to host country employment and tax laws; and,
- Has a U.S. Social Security Number (SSN).

NOR employees are compensated under a GS or FS salary schedule, not under the LCP.

5. Ordinarily Resident (OR) – A Foreign National or U.S. citizen who:

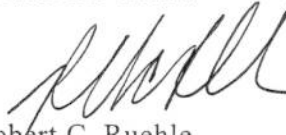
- Is locally resident; and,
- Has legal, permanent resident status within the host country; and,
- Is subject to host country employment and tax laws.

EFMs without U.S. Social Security Numbers are also OR. All OR employees, including U.S. citizens, are compensated in accordance with the LCP.

Closing Date for This Position: March 25, 2015

The U.S. Mission in Tbilisi provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, disability, age, political affiliation, marital status, or sexual orientation. The Department of State also strives to achieve equal employment opportunity in all personnel operations through contingent diversity enhancement program.

The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.



Robert C. Ruehle
Management Counselor